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NOTICE IS HEREBY GIVEN that the Regular Meeting of the
Camarillo Airport Authority and Oxnard Airport Authority will be held on:

Thursday March 14, 2019 7:00 P.M.

**CITY OF CAMARILLO
COUNCIL CHAMBERS
601 CARMEN DRIVE
CAMARILLO, CA**

AGENDA

- 1. CALL to ORDER and PLEDGE of ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL of MINUTES – February 4, 2019 (Special Meeting)
February 14, 2019 (Regular Meeting)**
- 4. PUBLIC COMMENT PERIOD** - Citizens wishing to speak to the Authority on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of three minutes per item.

Speaker cards for issues NOT on the agenda must be submitted before the end of the public comment period.

Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

5. NEW BUSINESS

CAMARILLO & OXNARD AIRPORT AUTHORITY

- A. Subject: Training on the Brown Act, Fair Political Reform Act, and Robert's Rules of Order**

B. Subject: Receive and File Report from County Counsel Regarding the Feasibility of Creating an Appeal Process for Terminations of Month-to-Month Leases of Aircraft Storage Hangars

Recommendation:

Staff requests that your Authorities receive and file the report from County Counsel regarding the Feasibility of Creating an Appeal Process for terminations of Month-to-Month Leases of Aircraft Storage Hangars.

C. Subject: Review and Approve the Bylaws of the Camarillo Airport Authority and Oxnard Airport Authority

Recommendation:

Review and approve the bylaws of the Camarillo Airport Authority and Oxnard Airport Authority.

6. UNFINISHED BUSINESS

CAMARILLO & OXNARD AIRPORT AUTHORITY

A. Subject: Selection of Chair and Vice-Chair for Calendar Year 2019

Recommendation:

Nominate and select the 2019 Chairman and Vice-Chairman.

7. DIRECTOR'S REPORT

8. REPORTS

Monthly Activity Report – January 2019
Monthly Noise Complaints – January 2019
Airport Tenant Project Status – February 2019
Project Status – February 2019
Meeting Calendar

9. CORRESPONDENCE

Letter dated January 24, 2019 from Erin Powers to Jim Harris, Coffman Associates, Inc. re: Notice to Proceed, Camarillo Airport – Airfield Geometry Study and Airfield Drainage Study for Runway 8-26 and Taxiway Connectors, AEA No. 18-12

Letter dated January 24, 2019 from Erin Powers to Venco Western, Inc. re: Notice to Proceed for Camarillo Airport – DOA STORAGE YARD IRRIGATION AND LANDSCAPE, Specification No.: DOA 19-01 (N), Project No.: CMA-207C, City of Camarillo: IPD-402

Letter dated January 31, 2019 from Erin Powers to Joe Vacca, City of Camarillo re: Capital Improvement Program for Camarillo Airport

Letter dated January 31, 2019 from Erin Powers to Kathleen Mallory, City of Oxnard re: Capital Improvement Program for Oxnard Airport

Letter dated January 31, 2019 from Erin Powers to Brenda Perez, Federal Aviation Administration re: 5 Year Airport Capital Improvements Plan (ACIP), CMA – NPIAS NO. 06-0339, OXR – NPIAS NO. 06-0179

Letter dated February 12, 2019 from Jorge Rubio to Graeme Flynn, SBA Communications Corporation re: Conceptual Approval of Sprint's Equipment Upgrades/Additions at SBA Communications' Telecommunications Facility at 2889 West 5th St., Oxnard, CA 93030

Letter dated February 14, 2019 from John Feldhans to Whom It May Concern re: Camarillo Hangar Waitlist

10. MISCELLANEOUS HANDOUTS – None

11. INFORMATION

12. AUTHORITY COMMENTS - Comments by Authority members on matters deemed appropriate.

13. ADJOURNMENT

The next regular Authority meeting will be on Thursday, April 11, 2019 at 7:00 p.m. in the City of Camarillo Council Chambers, 601 Carmen Drive, Camarillo, California.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CITY OF CAMARILLO CLERK AT (805) 388-5353 OR ANA CASTRO AT (805) 388-4211. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY/DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.

CAMARILLO AND OXNARD AIRPORT AUTHORITY

SPECIAL MEETING

MINUTES

February 4, 2019

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Kelly Long, called the meeting to order at 5:30 p.m.

2. ROLL CALL

CAA PRESENT

Kelly Long
John Zaragoza
Charlotte Craven
Shawn Mulchay (L)
Bill Thomas
Michal Hodson (Alt)

CAA ABSENT

OAA PRESENT

Kelly Long
John Zaragoza
Bert Perello
Walter Calhoun (L)
Eugene Fussell (Alt)

OAA ABSENT

Tim Flynn

Excused (E)
Late (L)
Alternate (Alt)

AIRPORT STAFF

Jorge Rubio
John Feldhans
Ana Castro

3. PUBLIC COMMENT - Citizens wishing to speak to the Authorities on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of **three** minutes per item.

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Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

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A member of the public shared his concerns about airport management.

4. NEW BUSINESS

CAMARILLO & OXNARD AIRPORT AUTHORITY

A. Subject: Review and Discuss the Camarillo Airport Authority Bylaws and Oxnard Airport Authority Bylaws

Recommendation:

Review and discuss the Camarillo Airport Authority bylaws and the Oxnard Airport Authority bylaws

The Camarillo Airport Authority reviewed staff's recommended changes to the bylaws. The following comments/changes to the bylaws were discussed:

Article 1 Change date of October 21, 1979 to October 21, 1976.

Article 2 Language deleted from this article was moved to Article 3.

Article 3 Comment that the second paragraph in this article does not make sense. County Counsel offered to cite the relevant statute to replace the language in the second paragraph however it was determined to leave the second paragraph as is. It was recommended that the language in the fourth paragraph be cleaned up to clarify that the public has the ability to bring matters before the Authority. The last paragraph in this article is to be stricken.

Article 4 None.

Article 5 The term of the public member will remain two (2) years. Change language to reflect that the public member cannot hold office for more than six (6) consecutive years or three (3) consecutive terms. Language should be added to this article to reflect that time served as an alternate public member does not count against time served as a public member.

Article 6 None.

Article 7 None.

Article 8 None.

Article 9 None.

Article 10 None.

The Oxnard Airport Authority reviewed staff's recommended changes to the bylaws. The following comments/changes to the bylaws were discussed:

Article 1 Change Joint Powers Authority to Joint Powers Agreement.

Article 2 Language deleted from this article was moved to Article 3.

Article 3 It was recommended that the language in the seventh paragraph be cleaned up to clarify that the public has the ability to bring matters before the Authority. The last paragraph in this article is to be stricken.

Article 4 None.

Article 5 None.

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Article 6 No changes however the department will look into the issue of Authority members who have not been receiving compensation as provided by this article.

Article 7 None.

Article 8 None.

Article 9 None.

Article 10 None.

Councilmember Bert Perello suggested that an appeals process be outlined in the bylaws. Councilmember Charlotte Craven clarified that any appeals process would have to be on a matter that the Authority has jurisdiction over and stated that addressing an appeals process at this point in time would delay approval of the bylaws. Ms. Craven added that another amendment to the bylaws could be done in the future. Supervisor Kelly Long stated that further research needs to be completed in regards to incorporating an appeals process into the bylaws and concurred that another amendment to the bylaws could be done in the future.

A general discussion took place about the need to clean up the Joint Powers Agreements however the consensus was that this task would not be addressed at this point in time.

Acting Director Jorge Rubio stated that staff will incorporate the proposed changes into both bylaws and place this item on the March agenda for final adoption.

5. AUTHORITY COMMENTS

Supervisor John Zaragoza thanked all members of the public for attending the meeting.

Supervisor Kelly Long requested that attorney Mark Sullivan send her Attorney General Opinion 12-606. Supervisor Long provided an update on the Director of Airports position. Ms. Long shared that the recruitment opened as of mid-January and applications are currently being accepted. Ms. Long also shared that a panel will be put together and then interviews will be conducted.

6. ADJOURNMENT

There being no further business, the February 4, 2019 special meeting of the Authority was adjourned at 6:58 p.m.

JORGE E. RUBIO, A.A.E.
Administrative Secretary

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CAMARILLO AND OXNARD AIRPORT AUTHORITY

MINUTES

February 14, 2019

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Vice-Chair, Bill Thomas, called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

John Zaragoza
Charlotte Craven
Shawn Mulchay
Bill Thomas
Michael Hodson (Alt)

Excused (E)
Late (L)
Alternate (Alt)

AIRPORT STAFF

Jorge Rubio
Erin Powers
John Feldhans

CAA ABSENT

Kelly Long (E)

OAA PRESENT

John Zaragoza
Tim Flynn
Bert Perello
Walter Calhoun
Eugene Fussell (Alt)

OAA ABSENT

Kelly Long (E)

3. APPROVAL OF MINUTES – January 10, 2019

Camarillo Airport Authority: Councilmember Charlotte Craven moved to approve the January minutes and Councilmember Shawn Mulchay seconded the motion. All others voted and the motion passed unanimously.

Oxnard Airport Authority: Supervisor John Zaragoza moved to approve the January minutes and Councilmember Bert Perello seconded the motion. All others voted and the motion passed unanimously.

4. **PUBLIC COMMENT** - Citizens wishing to speak to the Authorities on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of **three** minutes per item.

Speaker cards for issues NOT on the agenda must be submitted before the end of the public comment period.

Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

None.

5. **UNFINISHED BUSINESS – None**

6. **NEW BUSINESS**

CAMARILLO & OXNARD AIRPORT AUTHORITY

- A. **Subject:** Receive and File Report on Process for Termination of Month-to-Month Leases of Aircraft Storage Hangars

Recommendation:

Staff requests that your Commission/Authorities receive and file the below report on the current process for termination of month-to-month leases of aircraft storage hangars.

Acting Director Jorge Rubio provided staff's report on this item and went over a PowerPoint presentation. Mr. Rubio explained that the department can terminate a month-to-month lease for cause and also for no-cause. He went on to describe the process for each method. Mr. Rubio and Thomas Temple, County Counsel, responded to general questions from Authority members.

Camarillo Airport Authority: Councilmember Shawn Mulchay moved to approve staff's recommendation and Councilmember Charlotte Craven seconded the motion. All others voted in favor and the motion passed unanimously.

Oxnard Airport Authority: Supervisor John Zaragoza moved to approve staff's recommendation and Councilmember Bert Perello seconded the motion. All others voted in favor and the motion passed unanimously.

CAMARILLO & OXNARD AIRPORT AUTHORITY

- B. **Subject:** Approval of the Five-Year Capital Improvement Plan (CIP) for Camarillo and Oxnard Airports; Authorization for the Director of Airports, or His Designee, to Apply for Grants to Fund Projects Scheduled for Federal

Fiscal Years 2019 and 2020 Outlined in the CIP upon Notification from the Federal Aviation Administration and the California Department of Transportation Aeronautics Program That Funds Are Available

Recommendations:

Staff requests that your Commission/Authorities recommend that the Board of Supervisors (Board):

1. Approve the five-year capital improvement plan (CIP) for Camarillo and Oxnard Airports (Attachment); and
2. Authorize the Director of Airports, or his designee, to apply for grants to fund the projects scheduled for federal fiscal years (FFY) 2019 and 2020 outlined in the CIP upon notification from the Federal Aviation Administration (FAA) and the California Department of Transportation Aeronautics Program (Caltrans) that funds are available. ***These projects are subject to approval in the County budget process, as explained below.***

Projects Administrator Erin Powers provided staff's report on this item and went over a PowerPoint presentation detailing the five-year Capital Improvement Plan (CIP) for Camarillo Airport and Oxnard Airport. It was clarified that both airports are eligible for 90% in federal funding and Caltrans offers a 5% match of the federal funding. The County is then responsible for the difference. Ms. Powers responded to project-related questions posed by Authority members.

Camarillo Airport Authority: Councilmember Charlotte Craven moved to approve staff's recommendations and Councilmember Shawn Mulchay seconded the motion. All others voted in favor and the motion passed unanimously.

Oxnard Airport Authority: Supervisor John Zaragoza moved to approve staff's recommendations and Public Member Walter Calhoun seconded the motion. All others voted in favor and the motion passed unanimously.

7. DIRECTOR'S REPORT

Acting Director Jorge Rubio shared that a Ford Trimotor (a historic three-engined aircraft) will be at Camarillo Airport until February 17th and encouraged everyone to stop by the airport to see it.

Mr. Rubio shared that the Viewport at the Waypoint Café is now completed thanks to the efforts of Jim Magglos, EAA, Ventura County 99's, CAF and many other partners.

Mr. Rubio provided an update on the airport director position. He shared that interviews will be scheduled soon and a director should be appointed in the next month or two.

Mr. Rubio also provided an update on the hangar leases. The department is scheduled to meet with VCHOTA again on March 1, 2019 to continue discussions.

8. REPORTS

Monthly Activity Report – December 2018
Monthly Noise Complaints – December 2018
Airport Tenant Project Status – January 2019
Project Status – January 2019
Meeting Calendar

Reports were received and filed.

9. CORRESPONDENCE

Letter dated January 8, 2019 from Madeline Herrle to Gerald Alves, APL re: Row "H" Hangar Project – Surety Bond

Letter dated January 24, 2019 from Jorge Rubio to Bill Burr, Burr Family Trust re: 65 Durley Ave, Camarillo, California – Camarillo Airport, Proposed Sale and Lease Assignment(s)

Correspondence was received and filed.

10. MISCELLANEOUS HANDOUTS

Information was received and filed.

11. INFORMATION

None.

12. AUTHORITY COMMENTS

Public Member Bill Thomas reviewed Authority Comments from the meeting that took place on January 10, 2019. In regards to reviewing permit fees, Acting Director Jorge Rubio informed the Authorities that this item would be addressed when the Rent & Fee comes before their bodies in April or May.

Supervisor John Zaragoza requested a review of the Brown Act. Mr. Rubio shared that Leroy Smith of County Counsel agreed to conduct this training. Mr. Rubio stated that department staff will work on finalizing a date for the training and then reach out to

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Authority members. Supervisor Zaragoza recommended that the training take place at an upcoming regular meeting.

Public Member Bill Thomas inquired about the outcome of the meeting between the department and VCHOTA that took place on January 22, 2019 regarding hangar leases. Mr. Rubio shared that during the January meeting VCHOTA provided the department with a proposal. The department is currently working on a response to the proposal which will be discussed with VCHOTA at the meeting scheduled on March 1, 2019.

Councilmember Shawn Mulchay stated that he is aware of a Camarillo resident who called the department to file a noise complaint and was informed by the department that her complaint would not be filed. Mr. Rubio requested her contact information so that he could follow-up with the resident.

13. ADJOURNMENT

There being no further business, the February 14, 2019 Authority meeting was adjourned at 8:08 p.m.

JORGE E. RUBIO, A.A.E.
Administrative Secretary

March 14, 2019

Camarillo Airport Authority
Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Receive and File Report from County Counsel Regarding the Feasibility of Creating an Appeal Process for Terminations of Month-to-Month Leases of Aircraft Storage Hangars

Recommendation:

Staff requests that your Authorities receive and file the report from County Counsel regarding the Feasibility of Creating an Appeal Process for terminations of Month-to-Month Leases of Aircraft Storage Hangars.

Discussion:

At your February 2019 meetings, your Authorities received and filed a report from staff regarding the process for termination of month-to-month leases for aircraft storage hangars. That report noted that the process did not include an administrative appeal of a lease termination, either to the Ventura County Aviation Advisory Commission (Advisory Commission) or to the Camarillo and Oxnard Airport Authorities. The Advisory Commission, at their meeting, requested that County Counsel report back on the feasibility of creating such an administrative appeal process.

County Counsel prepared the attached report in response to the Commission's request and presented it at their meeting that took place on March 4, 2019. Staff believes that the information presented to the Commission was educational and that your Authorities should also be provided with the same opportunity to hear the information presented by County Counsel.

If you have any questions regarding this item, please call me at 388-4201.



JORGE E. RUBIO, A.A.E.
Acting Director of Airports

Attachment - Report from County Counsel Regarding an Appeals Process for Month-to-Month leases

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LEROY SMITH
COUNTY COUNSEL

MICHAEL G. WALKER
CHIEF ASSISTANT

ALBERTO BOADA
PRINCIPAL ASSISTANT



COUNTY COUNSEL
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ASSISTANTS

Jeffrey E. Barnes	John E. Polich
Charmaine Buehner	Marina Porche
Lisa Canale	Joseph J. Randazzo
Mitchell B. Davis	Jaclyn Smith
Andrew Gschwind	Matthew A. Smith
Emily T. Gardner	Linda L. Stevenson
Alison L. Harris	Thomas W. Temple
Cynthia Krause	Eric Walts
Ilene F. Mickens	Marty Wolter
Roberto R. Orellana	Anthony A. Zepeda

February 25, 2019

Aviation Advisory Commission
555 Airport Way, Suite B
Camarillo, California 93010

Re: Feasibility of Creating an Appeal Process for Terminations of Month-to-Month Leases of Aircraft Storage Hangars

Dear Aviation Advisory Commission:

At your February 2019 meeting, your Commission received and filed a report from staff regarding the process for termination of month-to-month leases for aircraft storage hangars. That report noted that the process did not include an administrative appeal of a lease termination, either to your Commission or to the Camarillo or Oxnard Airport Authorities. Your Commission requested that staff report back on the feasibility of creating such an administrative appeal process. On behalf of your Commission's staff, our office provides the following report:

In summary, it is not feasible to create an administrative appeal process, by which a month-to-month hangar tenant may contest the Department of Airports' decision to terminate the tenant's lease for no cause, with 30 days' notice.

First, all leases, by definition, are terminable without cause at the end of their terms. (Civ. Code, §§ 1925, 1933.) A non-self-renewing lease will terminate automatically, without notice, at the end of its term. In the case of a self-renewing month-to-month lease, the term is one month, but due to the self-renewing nature of the lease, notice must be given to the tenant that, in essence, the next month will be the last

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one. (Civ. Code, § 1946.) It is not legally possible to create a lease that self-renews but that cannot be terminated without claiming a breach of the lease. Such a tenancy would be viewed by the courts as a “fee simple subject to a condition subsequent,” meaning the tenant would actually be a landowner for as long as he kept the terms of the agreement. (Civ. Code, § 885.010; 12 Witkin, Summary of Cal. Law (11th ed. 2018) Real Property, § 18.) So, short of conveying fee-simple ownership to hangar tenants, the County cannot enter into agreements that self-renew forever and cannot be terminated except for cause.

Second, adding an appeal process to a month-to-month lease is equivalent to conveying fee-simple ownership, subject to a condition subsequent. This is because allowing a tenant to appeal a termination of a month-to-month lease is the same thing as saying the tenancy cannot be terminated except for cause. Where a tenancy is terminated without cause, there is nothing for an appeal body to review. So the very existence of an appeal process implies that there are grounds for the lease termination that are subject to review under objective standards. Therefore, a month-to-month lease that cannot be terminated without giving the tenant the right to an administrative appeal would constitute a fee-simple ownership interest.

Third, the Board of Supervisors may not delegate to any third party, including an advisory body, the power to enter into or terminate leases. Only the Board of Supervisors has the power to lease County property to third parties, and with that power comes the power to terminate those leases. (Gov. Code, §§ 25536, 50474.) The Board may delegate the exercise of its powers to County staff, who remain subject to the Board’s oversight. But the Board may not delegate its powers to any person or entity over which the Board does not exercise plenary control. (*Golightly v. Molina* (2014) 229 Cal.App.4th 1501, 1516 [legislative body may not confer unrestricted authority on administrative agency].) To do so would constitute an unlawful abdication of the Board’s powers. Thus, the Board may not delegate to your Commission the authority to terminate, or to reverse the termination, of a lease. The Board also may not delegate the same authority to the Oxnard or Camarillo Airport Authorities, for the same reason and for another reason: That the lease of County land is not a power held in common by the County and each of these cities. (Gov. Code, § 6502; *Robings v. Santa Monica Mountains Conservancy* (2010) 188 Cal.App.4th 952, 962 [a power may be exercised under a joint powers agreement only if each party could exercise that power unilaterally].)

Aviation Advisory Commission
February 25, 2019
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Because of the above, it is not legally feasible to create an appeal process, under which a month-to-month hangar tenant may appeal a no-cause lease termination to your Commission or to any other body, other than the judicial procedure allowed by the unlawful-detainer statutes.

Very truly yours,



THOMAS W. TEMPLE
Assistant County Counsel

TWT:me

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March 14, 2019

Camarillo Airport Authority
Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Review and Approve the Bylaws of the Camarillo Airport Authority and Oxnard Airport Authority

Recommendation:

Review and approve the bylaws of the Camarillo Airport Authority and Oxnard Airport Authority.

Discussion:

During your January 2019 meetings, your Authorities expressed concern that the existing Bylaws for Camarillo and Oxnard Airport Authorities were not similar to each other. Your Authorities also directed staff to review these Bylaws and propose language at a future special meeting.

Staff worked with County Counsel to review the Bylaws and found that they needed to be consistent with the Joint Powers Agreement between the County of Ventura and the City of Camarillo, and the County of Ventura and the City of Oxnard. As a result of these findings, staff presented a red lined version of the proposed updated Bylaws at the Camarillo and Oxnard Airport Authorities special meeting on February 4, 2019.

During this special meeting, your Authorities reviewed the proposed changes to the Bylaws and discussed them with your members and staff. The public also expressed their opinions. At the end of that meeting, staff and County Counsel were directed to address the outstanding items in the proposed Bylaws and to bring them back for approval at the Airport Authorities meeting in March.

As such, staff worked with County Counsel to further update these documents and is now providing the updated draft Bylaws for your consideration, review, and approval. The comments highlighted in yellow represent the changes proposed at the special minute. Minutes of the special meeting are also included in this month's meeting packet.

If you have any questions regarding this item, please call me at 388-4201.

A handwritten signature in blue ink, appearing to read 'JER' followed by a stylized flourish.

JORGE E. RUBIO, A.A.E.
Acting Director of Airports

Attachments:

1. Proposed Amended Bylaws of the Camarillo Airport Authority – Red lined version
2. Proposed Amended Bylaws of the Camarillo Airport Authority – Clean version
3. Proposed Amended Bylaws of the Oxnard Airport Authority – Red lined version
4. Proposed Amended Bylaws of the Camarillo Airport Authority – Clean version

**SECOND STATEMENT OF AMENDED
BY-LAWS OF THE
CAMARILLO AIRPORT AUTHORITY**

The following provisions shall constitute the By-Laws of the Camarillo Airport Authority as amended:

ARTICLE I. CONSTITUTION

The Camarillo Airport Authority, ~~hereinafter referred to as~~ "(Authority)," was formed pursuant to a joint powers agreement on October 21, ~~1976~~ 1979, between the City of Camarillo (City) and the County of Ventura (County), ~~such accord being~~ entitled "Agreement Between County of Ventura and City of Camarillo Pertaining to Camarillo Airport Development and Surrounding Land Use." (Joint Powers Agreement).

Commented [RJ1]: Corrected to 1976 per Special Meeting

ARTICLE II. PURPOSE

The purpose of the Authority is to ~~review and act advise the Camarillo City Council (Council) and the Ventura County Board of Supervisors (Board) upon on~~ policy matters relating to Camarillo Airport operations and development, and policy matters regarding ~~changes in~~ land use matters within the "Camarillo Airport Zone" as defined in the Joint Powers Agreement. "Land use matter within the Camarillo Airport Zone" means actions relating to zoning, master or general planning, use permits, and all other exercises of the police power which regulate the development of the Camarillo Airport Zone.

~~The Ventura County Board of Supervisors shall not give formal approval or otherwise act upon any matter brought before it pertaining to the development or operation of the Camarillo Airport until it has been first submitted to the Authority and a recommendation received therefrom.~~

Commented [RJ2]: This document has no power to restrict or bind the BOS. Only the JP Agreement itself can do that. And the JP Agreement contains an exception to this requirement.

This paragraph is therefore unnecessary in the bylaws.

~~The Camarillo City Council and the Ventura County Board of Supervisors shall not grant any approval or take any other action in respect to any land use matter within the Camarillo Airport Zone until it has been first submitted to the Authority and a recommendation received therefrom. "Any land use matter within the Camarillo Airport Zone" shall mean actions relating to zoning, master or general planning, use permits and all other exercises of the police power which regulate the development of the Airport Zone.~~

Commented [RJ3]: The same explanation as the one above it.

ARTICLE III. DUTIES AND RESPONSIBILITIES

Except as allowed by the Joint Powers Agreement, ~~All~~ policy matters relating to concerning the Camarillo Airport operations, Camarillo Airport development, and land use matters within the Camarillo Airport Zone, ~~or the air transportation system within the County of Ventura~~ requiring Board or Council action shall first be referred to the Authority for its review recommendation prior to submission to the Board or Council for action.

~~The Authority shall not take any action not unless that action is expressly authorized by the Joint Powers Agreement. The Authority shall not make any recommendation that to the City or the County unless that recommendation is a recommendation to exercise any power not held in common by both the City and the County.~~

Commented [RJ4]: Clarification per Special Meeting request: Gov. Code, § 6502: "[T]wo or more public agencies by agreement may jointly exercise any power common to the contracting parties"

The Authority shall act expeditiously and avoid unreasonable delays in formulating recommendations to the ~~Ventura County~~ Board of Supervisors and the ~~Camarillo City~~ Council. Any ~~matter recommendation~~ submitted to the Authority shall be deemed to have been approved by the Authority following the

ATTACHMENT 1

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expiration of sixty (60) days following submission unless a majority of the members of the Authority shall have ~~denied, disapproved or taken other action upon~~ modified the recommendation it.

~~The Department of Airports staff shall provide assistance, including obtaining any necessary legal or other technical assistance required by the Authority in formulating its recommendations. The Department of Airports may request the Authority to review and make recommendations upon matters under its jurisdiction which would have not required Board or Council action or approval. The Authority shall, at all of its meetings, set aside time for public comment and input on the matters at hand on that meeting's agenda. It shall hear allow public comment on all complaints, suggestions, and viewpoints from airport users, lessees, and other interested parties on matters on which within the Authority's subject-matter jurisdiction is authorized to make recommendations to the Council or Board. The Authority shall give fair, open-minded consideration to public comment and make its deliberations and dispositions public in all matters brought before it on the agenda. The Authority's meetings shall be open to the may hold public hearings when necessary to serve the public interest. Correspondence containing representations and/or recommendations of the Authority being sent to the Board or Council, members of the general public or other agencies of the County shall first be approved by a majority vote of the Authority, and such materials shall be transmitted under the signature of the Chairman-chairman of the Authority or his or her designee. Correspondence containing County and/or City policy or representations which are being transmitted to federal, state or other non-County/City agencies shall be sent to the Board and/or Council as appropriate for approval and signature.~~

County shall, without cost to City, provide staff and secretarial support to the Authority, ~~which support shall include~~ consisting of the taking of minutes at all Authority meetings, the preparation and distribution of agendas for Authority meetings, and coordination of Authority business with City staff.

~~All additional expenditures which are recommended by Authority shall be paid by County subject to County's prior approval. In the event County fails to approve any proposed expenditure, such expenditure shall not be incurred unless and until the manner of payment is mutually agreed upon by the Authority Council and Board. The debts, liabilities and obligations of the Authority shall be solely the debts, liabilities and obligations of the Authority; neither the City nor the County shall be liable therefor.~~

ARTICLE IV. MEMBERSHIP

The Authority shall be composed of two members of the ~~Ventura County Board of Supervisors~~, which members shall be selected by ~~such the~~ Board; two members of the ~~Camarillo City Council~~, which members shall be selected by ~~such the~~ Council; and ~~a~~ fifth member ~~to be~~ selected by a majority of the other four members (Public Member). Alternates for the ~~representatives members of from~~ the Board and the Council may be selected by the respective bodies, ~~from the respective bodies~~. An alternate to the ~~fifth Public member Member~~ may be selected by a majority vote of the other ~~five four~~ Authority members. Any such designated alternate(s) may be a voting participant at an Authority meeting at such time as a regular member(s) is not in attendance. ~~Upon the termination of office of the fifth member prior to the expiration of his or her term, the designated alternate shall succeed to such position, following a majority vote of approval by the five Authority members.~~

Members of the Authority are subject to the Political Reform Act (Gov. Code, § 81000, et seq.) and to Government Code section 1090, et seq.

ARTICLE V. TERMS OF OFFICE

Commented [RJ5]: No authority for this in the JPA.

Commented [RJ6]: No authority for this in the JPA.

Commented [RJ7]: Explanation per Special Meeting: Brown Act: "Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2." (Gov. Code, § 54954.3.)

Commented [RJ8]: Explanation per Special Meeting: Brown Act: "[N]o action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2." (Gov. Code, § 54954.3.)

Commented [RJ9]: No authority for this in the JPA.

Commented [RJ10]:

Commented [RJ11]: Per JPA City does not pay

Commented [RJ12]: To comport with what the JPA says.

Commented [RJ13]: Removed paragraph per Special Meeting

Commented [RJ14]: Redundant to language in Article V, below

Commented [RJ15]: Subject to Political Reform Act

5c4

Members from the Board of Supervisors and the City Council shall serve at the pleasure of their respective bodies. The term of the ~~fifth Public member Member~~ shall be two (2) years, with no ~~such Public member Member~~ holding office for more than ~~four (4) six (6)~~ consecutive years or ~~two (2) three (3)~~ consecutive terms, whichever period is shorter.

Commented [RJ16]: Term limits are dictated by JPA. Amending this would require a change in the JPA.

The term of office of the ~~fifth Public member Member~~ shall commence on the first of March. Prospective candidates shall complete and return an approved application form to the ~~Airport Authority~~ in compliance with the instructions provided, when so ordered by the Authority. Final selection will be by majority vote of the other four Authority members. The final selection shall be made by the Authority prior to the end of the ~~fifth Public member's Member's~~ term.

Commented [RJ17R16]: JPA not specific about terms. Modified to 3 (2-year terms) per Special Meeting.

The term of office of the Alternate Public Member shall be the same as that of the Public Member. Prospective candidates shall complete and return an approved application form to the ~~Airport Authority~~ in compliance with the instructions provided. Vacancy in the Public Member position shall be filled by the appointment of the Alternate Public Member upon a majority vote of the ~~other five four~~ Authority members. ~~An Alternate Public Member appointed to the Public Member seat in this fashion shall serve only the remainder of the term of the vacating Public Member. The length of service as an Alternate Public Member shall not count towards a term as the Public Member, should the Alternate Member be selected to serve as a Public Member.~~

Commented [RJ18]: Added Language per Special Meeting

ARTICLE VI. COMPENSATION

N/A

Commented [RJ19]: Per JPA – There's no compensation

ARTICLE VII. OFFICERS

The Authority shall select from its membership a chairman and a vice-chairman. Each shall serve for one (1) calendar year beginning on the first meeting in January. The chairman shall be responsible for conducting the meetings and shall be guided by Robert's Rules of Order, Revised. The ~~Airport Administrator Director of Airports for the Department of Airports~~ shall act as the Authority's administrative secretary. The administrative secretary shall be directly responsible to the chairman and the Authority for the administrative and secretarial needs of the Authority, ~~as described above~~. From time to time the chairman will assign members to committees for purposes of special studies and pursuits. Each committee will be headed by a committee chairman. The committee chairman shall be responsible to the Authority for carrying out ~~its the committee's~~ assigned task.

ARTICLE VIII. MEETINGS

The Authority shall hold meetings once each month at a time and place selected by the Authority. Meetings shall be open to the public. The administrative secretary shall prepare and publish the agenda for each meeting and have it distributed to Authority members and all interested parties after it has been approved by the chairman or his or her designee. Meetings may be cancelled only on the approval of the chairman. Special meetings may be called by the chairman, vice-chairman or any three members. In the absence or unavailability of the chairman, the vice-chairman shall assume all duties and responsibilities of the chairman. No action shall be taken except by a majority of a quorum of the Authority. A quorum shall exist when at least three (3) Authority members are present and a quorum must contain one City member, one County member and ~~one the Ppublic Mmember~~. Voting shall generally take place by voice vote unless a ballot vote is requested by any one member. The secretary shall poll each member and record his or her vote on all motions acted upon by voice vote, and record the results of all ballot votes. An accurate record of each regular and special meeting shall be kept and published for all interested parties.

ARTICLE ~~VIII~~IX. AMENDMENTS

Amendments to these By-Laws may be made by the Authority at any time by a majority vote of the Authority, as long as such amendments are consistent with the ~~joint~~Joint powers-Powers agreement Agreement("Agreement Between County of Ventura and City of Camarillo Pertaining to Camarillo Airport Development and Surrounding Land Use-").

ARTICLE IX. EFFECTIVE DATE

These By-Laws, as amended, shall take effect upon adoption by the Authority.

Upon motion of _____, seconded by _____, and duly carried, the foregoing amended By-Laws were approved by the Camarillo Airport Authority on _____ (day) _____ (Month), 20 ____.

5c6

**SECOND STATEMENT OF AMENDED
BY-LAWS OF THE
CAMARILLO AIRPORT AUTHORITY**

The following provisions shall constitute the By-Laws of the Camarillo Airport Authority as amended:

ARTICLE I. CONSTITUTION

The Camarillo Airport Authority (Authority), was formed pursuant to a joint powers agreement on October 21, 1976, between the City of Camarillo (City) and the County of Ventura (County), entitled "Agreement Between County of Ventura and City of Camarillo Pertaining to Camarillo Airport Development and Surrounding Land Use" (Joint Powers Agreement).

ARTICLE II. PURPOSE

The purpose of the Authority is to advise the Camarillo City Council (Council) and the Ventura County Board of Supervisors (Board) on policy matters relating to Camarillo Airport operations and development, and policy matters regarding land use matters within the "Camarillo Airport Zone" as defined in the Joint Powers Agreement. "Land use matter within the Camarillo Airport Zone" means actions relating to zoning, master or general planning, use permits, and all other exercises of the police power which regulate the development of the Camarillo Airport Zone.

ARTICLE III. DUTIES AND RESPONSIBILITIES

Except as allowed by the Joint Powers Agreement, all policy matters relating to Camarillo Airport operations, Camarillo Airport development, and land use matters within the Camarillo Airport Zone requiring Board or Council action shall first be referred to the Authority for its recommendation prior to submission to the Board or Council for action.

The Authority shall not take any action unless that action is expressly authorized by the Joint Powers Agreement. The Authority shall not make any recommendation to the City or the County unless that recommendation is a recommendation to exercise a power held in common by both the City and the County.

The Authority shall act expeditiously and avoid unreasonable delays in formulating recommendations to the Board of Supervisors and the Council. Any recommendation submitted to the Authority shall be deemed to have been approved by the Authority following the expiration of sixty (60) days following submission unless a majority of the members of the Authority shall have disapproved or modified the recommendation.

The Authority shall, at all of its meetings, set aside time for public comment. It shall allow public comment on matters within the Authority's subject-matter jurisdiction. The Authority shall give fair, open-minded consideration to public comment and make its deliberations and dispositions public in all matters on the agenda. The Authority's meetings shall be open to the public. Correspondence containing representations and/or recommendations of the Authority being sent to the Board or Council shall first be approved by a majority vote of the Authority, and such materials shall be transmitted under the signature of the chairman of the Authority or his or her designee.

ATTACHMENT 2

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County shall, without cost to City, provide staff and secretarial support to the Authority, consisting of the taking of minutes at all Authority meetings, the preparation and distribution of agendas for Authority meetings, and coordination of Authority business with City staff.

ARTICLE IV. MEMBERSHIP

The Authority shall be composed of two members of the Board, which members shall be selected by the Board; two members of the Council, which members shall be selected by the Council; and a fifth member to be selected by a majority of the other four members (Public Member). Alternates for the members from the Board and the Council may be selected by the respective bodies, from the respective bodies. An alternate to the Public Member may be selected by a majority vote of the other four Authority members. Any such designated alternate(s) may be a voting participant at an Authority meeting at such time as a regular member(s) is not in attendance.

Members of the Authority are subject to the Political Reform Act (Gov. Code, § 81000, et seq.) and to Government Code section 1090, et seq.

ARTICLE V. TERMS OF OFFICE

Members from the Board and the Council shall serve at the pleasure of their respective bodies. The term of the Public Member shall be two (2) years, with no Public Member holding office for more than six (6) consecutive years or three (3) consecutive terms, whichever period is shorter.

The term of office of the Public Member shall commence on the first of March. Prospective candidates shall complete and return an approved application form to the Authority in compliance with the instructions provided, when so ordered by the Authority. Final selection will be by majority vote of the other four Authority members. The final selection shall be made by the Authority prior to the end of the Public Member's term.

The term of office of the Alternate Public Member shall be the same as that of the Public Member. Prospective candidates shall complete and return an approved application form to the Authority in compliance with the instructions provided. Vacancy in the Public Member position shall be filled by the appointment of the Alternate Public Member upon a majority vote of the other four Authority members. An Alternate Public Member appointed to the Public Member seat in this fashion shall serve only the remainder of the term of the vacating Public Member. The length of service as an Alternate Public Member shall not count towards a term as the Public Member, should the Alternate Member be selected to serve as a Public Member.

ARTICLE VI. COMPENSATION

N/A

ARTICLE VII. OFFICERS

The Authority shall select from its membership a chairman and a vice-chairman. Each shall serve for one (1) calendar year beginning on the first meeting in January. The chairman shall be responsible for conducting the meetings and shall be guided by Robert's Rules of Order, Revised. The Director of Airports shall act as the Authority's administrative secretary. The administrative secretary shall be directly responsible to the chairman and the Authority for the administrative and secretarial needs of the Authority, as described above. From time to time the chairman will assign members to committees for purposes of special studies and pursuits. Each committee will be headed by a committee chairman.

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The committee chairman shall be responsible to the Authority for carrying out the committee's assigned task.

ARTICLE VIII. MEETINGS

The Authority shall hold meetings once each month at a time and place selected by the Authority. Meetings shall be open to the public. The administrative secretary shall prepare and publish the agenda for each meeting and have it distributed to Authority members and all interested parties after it has been approved by the chairman or his or her designee. Meetings may be cancelled only on the approval of the chairman. Special meetings may be called by the chairman, vice-chairman or any three members. In the absence or unavailability of the chairman, the vice-chairman shall assume all duties and responsibilities of the chairman. No action shall be taken except by a majority of a quorum of the Authority. A quorum shall exist when at least three (3) Authority members are present and a quorum must contain one City member, one County member and the Public Member. Voting shall generally take place by voice vote unless a ballot vote is requested by any one member. The secretary shall poll each member and record his or her vote on all motions acted upon by voice vote, and record the results of all ballot votes. An accurate record of each regular and special meeting shall be kept and published for all interested parties.

ARTICLE IX. AMENDMENTS

Amendments to these By-Laws may be made by the Authority at any time by a majority vote of the Authority, as long as such amendments are consistent with the Joint Powers Agreement).

ARTICLE X. EFFECTIVE DATE

These By-Laws, as amended, shall take effect upon adoption by the Authority.

Upon motion of _____, seconded by _____, and duly carried, the foregoing amended By-Laws were approved by the Camarillo Airport Authority on _____ (day) _____ (Month), 20 ____.

AMENDED BYLAWS

~~Oxnard Airport Authority~~OXNARD AIRPORT AUTHORITY

Commented [RJ1]: Centered and capitalized all letters

The following provisions shall constitute the Bylaws of the Oxnard Airport Authority:

ARTICLE I. CONSTITUTION

The Oxnard Airport Authority, herein after referred to as "(Authority)," was formed by joint powers agreement on December 16, 1980, between the City of Oxnard and County of Ventura, entitled "Agreement Between County of Ventura and City of Oxnard Pertaining to Oxnard Airport Development and Surrounding Land Use." (Joint Powers ~~Authority~~Agreement).

Commented [RJ2]: Changed to Agreement per Special Meeting.

ARTICLE II. PURPOSE

The purpose of the Authority is to review and consider and recommend to the Oxnard City Council (Council) and the Ventura County Board of Supervisors (Board) ~~act upon policy matters relating to Airport Operations and development and policy matters regarding changes in land use as the change relates to land use standards as defined in the joint powers agreement appropriate standards for operations at the Oxnard Airport and development around the Oxnard Airport, so that operations and development are compatible with each other.~~

Commented [RJ3]: This is not consistent with the JPA.

~~The Ventura County Board of Supervisors shall not give formal approval or otherwise act upon any matter brought before it pertaining to development, operation or any other matter at the Oxnard Airport until the matter shall have first been submitted to the Authority and a recommendation received therefrom.~~

~~The Oxnard City Council and the Ventura County Board of Supervisors shall not grant any approval or take any other action in respect to any land use matter within the Oxnard Airport Zone until the matter shall have first been submitted to the Authority and a recommendation received therefrom. Any land use that may be affected by the operation of the Airport shall mean actions relating to zoning, master or general planning, use permits and all other exercises of the police power which relate to the development of the Airport.~~

Commented [RJ4]: This document cannot bind the Board or Council, so these paragraphs are unnecessary and potentially confusing. In addition, the second paragraph is not consistent with the JPA.

ARTICLE III. DUTIES AND RESPONSIBILITIES

~~The Authority shall consider and recommend to the Council and Board standards for airport operations (Operational Standards) and standards relating to development of areas adjacent to the Oxnard Airport (Development Standards). Except as allowed by the Joint Powers Agreement, before any matter related to those standards is submitted to the Council or Board, the Authority shall review and make recommendations to the Council and Board as to the application of the adopted standards to the matter.~~

~~Operational Standards shall relate to the level of general aviation and limited commercial flights, runway length for takeoffs and landings, aircraft weight limits, VFR traffic patterns, and any other reasonable standards that will promote safe and compatible airport operations with the surrounding land areas.~~

~~Development Standards shall relate to building heights, noise attenuation requirements, and any other reasonable standards to promote safe and compatible air operations at the Oxnard Airport, including~~

ATTACHMENT 3

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maps identifying the compatible area surrounding the Oxnard Airport in which the Development Standards shall apply.

The Authority shall not take any action ~~unless~~ that action is expressly authorized by the Joint Powers Agreement. The Authority shall not make any recommendation ~~that~~ to the City or the County unless that recommendation is a recommendation to exercise any power ~~not~~ held in common by both the City and the County.

All matters concerning the Oxnard Airport and land use around the Airport, or the air transportation system within the Ventura County ~~requiring Board or Council action~~ shall first be referred to the Authority for its action prior to submission to the Board or Council for action.

The Authority shall act expeditiously and avoid unreasonable delays in formulating recommendations for the Ventura County Board of Supervisors and the Oxnard City Council. Any matter ~~recommendation~~ submitted to the Authority shall be deemed to have been approved by the Authority following the expiration of sixty (60) days following submission unless a majority of the members of the Authority shall have denied ~~disapproved~~ or taken other action on a matter submitted to it ~~modified the recommendation~~.

~~Department of Airports staff shall provide assistance, including obtaining legal and other technical assistance necessary in the development of information required by the Authority in formulating its recommendations. The Department of Airports may request the Authority to review and make recommendations on matters under its jurisdiction, which would normally not require Board or Council action or approval. The Authority shall, at all of its meetings, set aside time for public comment and input on the matters at hand on that meeting's agenda. It shall hear allow public comment on all complaints, suggestions and viewpoints from airport users, lessees, and parties of interest other interested parties on matters on which within the Authority's subject-matter jurisdiction authorized to make recommendations to the Council or Board. The Authority shall give fair, open-minded consideration to public comment and make its dispositions public in all matters brought before it on the agenda. The Authority's meetings shall be open to may hold public hearings when necessary to serve the public interest. Correspondence containing representations and/or recommendations of the Authority being sent to the Board or Council, individuals of the public, or other agencies of the County shall first be approved by a majority vote of the Authority, and such materials shall be transmitted under the signature of the chairperson or the Authority or his/her designee. Correspondence containing County/City policy or representations being sent to federal, state or other non-County/City agencies shall be sent to the Board/Council for approval and signature.~~

County shall, without cost to City, provide staff and secretarial support to the Authority, which said support shall include ~~consisting of~~ the taking of ~~m~~Minutes at all Authority meetings, the preparation and distribution of agendas for Authority meetings, and coordination of Authority business with City staff.

~~All additional expenditures, which are recommended by Authority shall be paid by County subject to County's prior approval. In the event County fails to approve any proposed expenditure, the expenditure shall not be incurred unless and until the manner of payment is mutually agreed upon between the parties hereto Council and Board. The debts, liabilities and obligations of the Authority shall be solely the debts, liabilities and obligations of the Authority and neither the City nor the County shall be liable therefor.~~

Commented [RJ5]: Inserted to conform with JPA

Commented [RJ6]: Clarification per Special Meeting request: Gov. Code, § 6502: "[T]wo or more public agencies by agreement may jointly exercise any power common to the contracting parties"

Commented [RJ7]: No authority for this in the JPA.

Commented [RJ8]: No authority for this in the JPA.

Commented [RJ9]: Explanation per Special Meeting: Brown Act: "Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2." (Gov. Code, § 54954.3.)

Commented [RJ10]: Tom - At the Special Meeting the comment was that this language is restrictive. You clarified it. It was recommended that the language be further clarified and finalized.

Commented [RJ11]: Explanation per Special Meeting: Brown Act: "[N]o action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2." (Gov. Code, § 54954.3.)

Commented [RJ12]: No authority for this in the JPA.

Commented [RJ13]: No authority for this in the JPA.

Commented [RJ14]: Removed paragraph per Special Meeting

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ARTICLE IV. MEMBERSHIP

The Authority shall be composed of two members of the Ventura County Board of Supervisors, which members shall be selected by the Board of Supervisors; two members of the Oxnard City Council, which members shall be selected by the City Council; and a fifth member to be selected by a majority of the other four members (Public Member). ~~The term of office of the fifth Public member Member shall be two (2) years unless. The fifth member shall serve at the pleasure of the other four and can be replaced during his/her term of office by majority vote of the other four members.~~

Members of the Board of Supervisors may be selected by the Board of Supervisors as alternates, and members of the City Council may be selected by the City Council as alternates. An alternate to the fifth Public member Member (public member) may be selected by a majority vote of the other four Authority members. Such designated alternate(s) may be a voting participant(s) at an Authority meeting at such time as the regular member(s) representing his/her jurisdiction is not in attendance.

Members of the Authority are subject to the Political Reform Act (Gov. Code, § 81000, et seq.) and to Government Code section 1090, et seq.

Commented [RJ15]: Subject to Political Reform Act

ARTICLE V. TERMS OF OFFICE

Members from the Board and the Council shall serve at the pleasure of their respective bodies. The term of office of the Public Member shall be two (2) years unless replaced during his/her term of office by majority vote of the other four members.

Prospective Public Member candidates shall complete and return an approved application form to the Authority in compliance with the instructions provided, when so ordered by the Authority. Final selection will be by majority vote of the other four Authority members.

The term of office of the Alternate Public Member shall be the same as that of the Public Member. Prospective candidates shall complete and return an approved application form to the Authority in compliance with the instructions provided.

Commented [RJ16]: There is a 2 year term for Public Members with no term limits. This is consistent with the JPA. If term limits are to be set, the JPA would need to be amended. Should the Authority require term limits then, it is recommended that they would be similar to Camarillo's

ARTICLE VI. COMPENSATION

Members of the Authority may be compensated in an amount of not more than \$50.00 per meeting for a maximum of two meetings any given month. Such compensation shall be provided by the respective entities with the compensation for the ~~public Public member Member~~ being shared equally by both ~~entitiesthe City and the County.~~

Commented [RJ17]: There is compensation per JPA

ARTICLE VII. OFFICERS

The Authority shall select from its membership a chairman and a vice-chairman. Both shall serve for one calendar year beginning on the first meeting in January. The chairman shall be responsible for conducting the meetings and shall be guided by Robert's Rules of Order, Revised. The Director of Airports shall act as the Authority's Administrative Secretary. The Administrative Secretary shall be directly responsible to the chairman and the Authority for the administrative and secretarial needs of the Authority, as described above. From time to time the Chairman will assign members to committees for purposes of special studies and pursuits. Each committee will be headed by a committee chairman. The committee chairman shall be responsible to the Authority for carrying out its ~~the committee's~~ assigned task.

ARTICLE VIII. MEETINGS

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The Authority shall hold meetings once each month at a time and place selected by the Authority. Meetings shall be open to the public. The Administrative Secretary shall prepare and publish the agenda for each meeting and have it distributed to Authority members and all interested parties after it has been approved by the chairman or his designee. Meetings may be cancelled only on the approval of the chairman. Special meetings may be called by the chairman, vice-chairman or any three members.

In the absence or unavailability of the chairman, the vice-chairman shall assume all duties and responsibilities of the chairman. In the absence of both officers, the next most senior member shall assume the duties and responsibilities of the chairman. No action shall be taken except by a majority of the quorum of the Authority. A quorum shall exist when at least three (3) Authority members are present, which must be made up of at least one member from the City and one member from the County. Voting shall normally take place by voice vote unless ballot vote is requested by any one member. The secretary shall poll each member and record his/her vote on all motions acted upon by voice vote, and record the results of all ballot votes. An accurate record of each regular and special meeting shall be kept and published for all interested parties.

ARTICLE ~~VIII~~IX. AMENDMENTS

Amendments to these Bylaws may be made by the Authority at any time by a majority vote of the Authority, as long as such amendments are consistent with the ~~joint~~Joint ~~powers~~Powers ~~agreement~~Agreement ("Agreement Between County of Ventura and City of Oxnard Pertaining to Oxnard Airport Development and Surrounding Land Use").

ARTICLE IX. EFFECTIVE DATE

These Bylaws shall take effect upon adoption by the Authority.

Upon motion of Supervisor John Flynn, seconded by Supervisor Kathy Long, and duly carried, the foregoing amended Bylaws were approved by the Oxnard Airport Authority on February 15, 2001.

5c13

**AMENDED BYLAWS
OXNARD AIRPORT AUTHORITY**

The following provisions shall constitute the Bylaws of the Oxnard Airport Authority:

ARTICLE I. CONSTITUTION

The Oxnard Airport Authority (Authority) was formed by joint powers agreement on December 16, 1980, between the City of Oxnard and County of Ventura, entitled "Agreement Between County of Ventura and City of Oxnard Pertaining to Oxnard Airport Development and Surrounding Land Use" (Joint Powers Agreement).

ARTICLE II. PURPOSE

The purpose of the Authority is to consider and recommend to the Oxnard City Council (Council) and the Ventura County Board of Supervisors (Board) appropriate standards for operations at the Oxnard Airport and development around the Oxnard Airport, so that operations and development are compatible with each other.

ARTICLE III. DUTIES AND RESPONSIBILITIES

The Authority shall consider and recommend to the Council and Board standards for airport operations (Operational Standards) and standards relating to development of areas adjacent to the Oxnard Airport (Development Standards). Except as allowed by the Joint Powers Agreement, before any matter related to those standards is submitted to the Council or Board, the Authority shall review and make recommendations to the Council and Board as to the application of the adopted standards to the matter.

Operational Standards shall relate to the level of general aviation and limited commercial flights, runway length for takeoffs and landings, aircraft weight limits, VFR traffic patterns, and any other reasonable standards that will promote safe and compatible airport operations with the surrounding land areas.

Development Standards shall relate to building heights, noise attenuation requirements, and any other reasonable standards to promote safe and compatible air operations at the Oxnard Airport, including maps identifying the compatible area surrounding the Oxnard Airport in which the Development Standards shall apply.

The Authority shall not take any action unless that action is expressly authorized by the Joint Powers Agreement. The Authority shall not make any recommendation to the City or the County unless that recommendation is a recommendation to exercise a power held in common by both the City and the County.

The Authority shall act expeditiously and avoid unreasonable delays in formulating recommendations for the Board and the Council. Any recommendation submitted to the Authority shall be deemed to have been approved by the Authority following the expiration of sixty (60) days following submission unless a majority of the members of the Authority shall have disapproved or modified the recommendation.

The Authority shall, at all of its meetings, set aside time for public comment. It shall allow public comment on all matters within the Authority's subject-matter jurisdiction. The Authority shall give fair,

open-minded consideration to public comment and make its dispositions public in all matters on the agenda. The Authority's meetings shall be open to the public. Correspondence containing representations and/or recommendations of the Authority being sent to the Board or Council shall first be approved by a majority vote of the Authority, and such materials shall be transmitted under the signature of the chairperson or the Authority or his/her designee.

County shall, without cost to City, provide staff and secretarial support to the Authority, consisting of the taking of minutes at all Authority meetings, the preparation and distribution of agendas for Authority meetings, and coordination of Authority business with City staff.

ARTICLE IV. MEMBERSHIP

The Authority shall be composed of two members of the Board, which members shall be selected by the Board; two members of the Council, which members shall be selected by the Council; and a fifth member to be selected by a majority of the other four members (Public Member).

Members of the Board may be selected by the Board as alternates, and members of the Council may be selected by the Council as alternates. An alternate to the Public Member may be selected by a majority vote of the other four Authority members. Such designated alternate(s) may be a voting participant(s) at an Authority meeting at such time as the regular member(s) representing his/her jurisdiction is not in attendance.

Members of the Authority are subject to the Political Reform Act (Gov. Code, § 81000, et seq.) and to Government Code section 1090, et seq.

ARTICLE V. TERMS OF OFFICE

Members from the Board and the Council shall serve at the pleasure of their respective bodies. The term of office of the Public Member shall be two (2) years unless replaced during his/her term of office by majority vote of the other four members.

Prospective Public Member candidates shall complete and return an approved application form to the Authority in compliance with the instructions provided, when so ordered by the Authority. Final selection will be by majority vote of the other four Authority members.

The term of office of the Alternate Public Member shall be the same as that of the Public Member. Prospective candidates shall complete and return an approved application form to the Authority in compliance with the instructions provided.

ARTICLE VI. COMPENSATION

Members of the Authority may be compensated in an amount of not more than \$50.00 per meeting for a maximum of two meetings any given month. Such compensation shall be provided by the respective entities with the compensation for the Public Member being shared equally by both the City and the County.

ARTICLE VII. OFFICERS

The Authority shall select from its membership a chairman and a vice-chairman. Both shall serve for one calendar year beginning on the first meeting in January. The chairman shall be responsible for conducting the meetings and shall be guided by Robert's Rules of Order, Revised. The Director of Airports shall act as the Authority's Administrative Secretary. The Administrative Secretary shall be directly responsible to the chairman and the Authority for the administrative and secretarial needs of

5015

the Authority, as described above. From time to time the Chairman will assign members to committees for purposes of special studies and pursuits. Each committee will be headed by a committee chairman. The committee chairman shall be responsible to the Authority for carrying out the committee's assigned task.

ARTICLE VIII. MEETINGS

The Authority shall hold meetings once each month at a time and place selected by the Authority. Meetings shall be open to the public. The Administrative Secretary shall prepare and publish the agenda for each meeting and have it distributed to Authority members and all interested parties after it has been approved by the chairman or his designee. Meetings may be cancelled only on the approval of the chairman. Special meetings may be called by the chairman, vice-chairman or any three members.

In the absence or unavailability of the chairman, the vice-chairman shall assume all duties and responsibilities of the chairman. In the absence of both officers, the next most senior member shall assume the duties and responsibilities of the chairman. No action shall be taken except by a majority of the quorum of the Authority. A quorum shall exist when at least three (3) Authority members are present, which must be made up of at least one member from the City and one member from the County. Voting shall normally take place by voice vote unless ballot vote is requested by any one member. The secretary shall poll each member and record his/her vote on all motions acted upon by voice vote, and record the results of all ballot votes. An accurate record of each regular and special meeting shall be kept and published for all interested parties.

ARTICLE IX. AMENDMENTS

Amendments to these Bylaws may be made by the Authority at any time by a majority vote of the Authority, as long as such amendments are consistent with the Joint Powers Agreement.

ARTICLE X. EFFECTIVE DATE

These Bylaws shall take effect upon adoption by the Authority.

Upon motion of _____, seconded by _____, and duly carried, the foregoing amended Bylaws were approved by the Oxnard Airport Authority on _____.

5c1b

January 10, 2019

Camarillo Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Selection of Chair and Vice-Chair for Calendar Year 2019

Recommendation:

Nominate and select the 2019 Chairman and Vice-Chairman.

Discussion:

Article VI of the Camarillo Airport Authority bylaws states in part, "The Authority shall select from its membership a chairman and a vice-chairman. Each shall serve for one calendar year beginning on the first meeting in January."

It is recommended that your Authority take action at this meeting to select those officers who will oversee and direct Authority functions during the year 2019.

If you have any questions regarding this item, please call me at 388-4201.



JORGE E. RUBIO, A.A.E.
Acting Director of Airports

January 10, 2019

Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Selection of Chair and Vice-Chair for Calendar Year 2019

Recommendation:

Nominate and select the 2019 Chairman and Vice-Chairman.

Discussion:

Article 6 of the Oxnard Airport Authority bylaws states in part, "The Authority shall select from its membership a Chairman and a Vice-chairman. Both shall serve for one calendar year beginning on the first meeting in January."

It is recommended that your Authority take action at this meeting to select those officers who will oversee and direct Authority functions during the year 2019.

If you have any questions regarding this item, please call me at 388-4201.



JORGE E. RUBIO, A.A.E.
Acting Director of Airports

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MONTHLY ACTIVITY REPORT

Month ending January 31, 2019

Hangars and Tie-downs:

	CAMARILLO			OXNARD		
	Inventory	Occupied	Available	Inventory	Occupied	Available
Private Hangars	170	170	0	55	55	0
County Hangars	125	121	4	69	68	1
Total	295	291	4	124	123	1
Permanent tie-downs	96	55	41	7	2	5
FBO assigned tie-downs	67	Managed by FBO		25	Managed by FBO	
Visitor tie-down	35	N/A		7	N/A	
Total	198	N/A		39	N/A	

Other:

	CAMARILLO	OXNARD
Citations Issued	0	6
Current year number of aircraft operations – for month	11,371	5,337
Last year number of aircraft operations – for month	10,740	5,979
Cards issued to transient overnight aircraft	20	3
Noise/nuisance complaints	0	2
Other aircraft ** (est.)	120	15
Hangar waiting list	152	19

** Includes approximate number of aircraft occupying space in both large and small hangars by agreement with lessee or license

8a

MONTHLY NOISE COMPLAINT SUMMARY CAMARILLO AIRPORT

Date/Time & weather of complaint(s)	Type of complaint	Mode of flight	Type of aircraft	Location of complaint	Number of calls regarding this aircraft (this month)	Number of calls from this person (this month)	Pilot contacted	Complainant contacted
NONE								

* Unable to identify aircraft

** Pilot aware of noise procedures and/or directed by ATC for separation

*** A normal approach or pattern was observed by Operations and/or ATC approved – Pilot not contacted

**** Complaint not related to noise

N/R Not Required (Complainant does not wish to be called back)

Mode of Flight – "T" Takeoff, "L" Landing, "M" Missed approach, "A" Multiple Approaches, "T & G" Touch and Go's (pattern), "O" Other

861

January, 2019

MONTHLY NOISE COMPLAINT SUMMARY OXNARD AIRPORT

Date/Time & weather of complaint(s)	Type of complaint	Mode of flight	Type of aircraft	Location of complaint	Number of calls regarding this aircraft (this month)	Number of calls from this person (this month)	Pilot contacted	Complainant contacted
1/4 4:00pm Clear, Calm	Low Flying	T&G	Cessna	5500 Block West 5 th Street, Oxnard, CA	1	2	***	N/R
1/28 3:03pm Clear, Calm	Noise	T&G	Cessna	5500 Block West 5 th Street, Oxnard, CA	1	2	***	N/R

* Unable to identify aircraft

** Pilot aware of noise procedures and/or directed by ATC for separation

*** A normal approach or pattern was observed by Operations and/or ATC approved – Pilot not contacted

**** Complaint not related to noise

N/R Not Required (Complainant does not wish to be called back)

Mode of Flight – “T” Takeoff, “L” Landing, “M” Missed approach, “A” Multiple Approaches, “T & G” Touch and Go’s (pattern), “O” Other

862

January, 2019

**AIRPORT TENANT
PROJECT STATUS
February 21, 2019**

CAMARILLO

- Airport Properties Limited (APL) Hangar Development. Hangar Row H building permit issued, construction underway. Completion expected mid-2019.

OXNARD

- Goldenwest landside parking lot and airside ramp seal project due to begin shortly (pending weather).

OTHER

- None

8C

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
NON GRANT PROJECTS**

February 2019

Page 1 of 1

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Scheduled or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
5	CMA Storage Yard Improvements	\$210,000 \$140,393		DOA Various	Various	Various	1/13/17	3/30/19	100 95	Landscaping work nearly complete. Final sign-off by 3/30/19.
5	CMA West Area Hangar Improvements	175,001 198,861		Lucci & Assoc. Oilfield Electric	5/8/18	6/19/18	9/25/18	1/31/19	100 98	Work nearly complete. Minor work remains in one final hangar; work to be completed soon.
3	OXR Fence Stabilization	100,000		County PWA	TBD	TBD	TBD	TBD	80	Alternatives study draft report under review.

Note: Shaded boxes indicate changes from previous month

CMA – Camarillo Airport

OXR – Oxnard Airport

TBD – To be determined

CCO – Contract Change Orders

CUE – Camarillo Utility Enterprise

8d1

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
FAA GRANT PROJECTS**

February 2019

Page 1 of 1

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Scheduled or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
5	NE Hangar Development, Phase 1	\$7,126,202 7,950,236		Mead & Hunt Toro Enterprises	8/15/17	10/17/17	TBD	TBD	100%	Building and Safety 2nd Project plan check comments received 2/21/19. Resubmission expected soon on minor comment. Waiting on Grading comments. Construction start dependent upon permit issuance.
3	OXR Airport Layout Plan Update	\$246,176		Coffman Assoc.	N/A	10/17/17	N/A	6/30/19	100% 65%	Work underway. Estimated to be about a 15-18 month process.

Note: Shaded boxes indicate changes from previous month
CMA – Camarillo Airport
OXR – Oxnard Airport
TBD – To be determined
CCO – Contract Change Orders

8d2

**DEPARTMENT OF AIRPORTS
2019 MEETING SCHEDULES**

AAC/CAA/OAA

AVIATION ADVISORY COMMISSION	CAMARILLO & OXNARD AUTHORITIES
January 7	January 10
February 4	February 14
March 4	March 14
April 1	April 11
May 6	May 9
June 3	June 13
July 1	July 11
August 5	August 8
September 9 (Due to Holiday)	September 12
October 7	October 10
November 4	November 14
December 2	December 12

The Aviation Advisory Commission meets on the first Monday of the month (exceptions are noted above in yellow highlight) at 7:00 p.m. in the Camarillo City Council Chambers, 601 Carmen Drive, Camarillo.

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January 24, 2019

Coffman Associates, Inc.
Mr. Jim Harris
4835 E. Cactus Road, Ste. 235
Scottsdale, AZ 85254

**Subject: Notice to Proceed
Camarillo Airport – Airfield Geometry Study and Airfield Drainage Study for
Runway 8-26 and Taxiway Connectors
AEA No. 18-12**

Dear Mr. Harris:

This letter is your Notice to Proceed. Exhibit B of the enclosed executed Contract indicates the schedule for completion of the work.

The undersigned has been assigned as Project Manager. You are advised to contact me on all matters pertaining to this project.

All billings should be sent to:

Department of Airports
555 Airport Way, Suite B
Camarillo, California 93010
Attn: Erin Powers

All invoices to be paid against this contract must reference the AEA Number shown above. All Services under the Contract are based on the Not to Exceed amount of \$147,300.00 for work completed under EXHIBIT A. Invoices for work must include personnel time records along with backup for any reimbursable charges being claimed.

Sincerely,



Erin Powers
Project Administrator

Encl.

9a



555 AIRPORT WAY, SUITE B
CAMARILLO, CA 93010
PHONE: (805) 388-4274
FAX: (805) 388-4366
WWW.VENTURA.ORG/AIRPORTS
WWW.IFLYOXNARD.COM

January 24, 2019

Venco Western, Inc.
2400 Eastman Avenue
Oxnard, CA 93030

**Subject: Notice to Proceed for
Camarillo Airport –DOA STORAGE YARD IRRIGATION AND
LANDSCAPE
Specification No.: DOA 19-01 (N)
Project No.: CMA-207C
City of Camarillo: IPD-402**

Dear Madam:

This is your Notice to Proceed as provided in the Contract Documents (executed copy attached). The agreed Contract starting date is January 29, 2019. Paragraph 4 of the Contract establishes Fifteen (15) Working Days as the time limit for completion of all work for Line Items 1-3.

Before the Engineer determines that any day will be designated as a non-working day because of your inability to obtain materials, equipment or labor (Specification sections 6-6 and 6-7), you will be required to furnish proof to support such determination. To obtain extensions of time due to delays (Specification sections 5-5 and 6-6), you must request them in writing.

In accordance with subsection 9-3.2 of the Specifications, the last Friday of each month has been established as the closure date of making progress payments.

This Contract will be administered by the Department of Airports. Personnel pertinent to contract administration are:

961

NOTICE TO PROCEED

January 24, 2019

DOA 19-01 (N)

Page Two

Jorge Rubio, Acting Director of Airports
Erin Powers, Project Administrator
Tom Rooney, Engineering Tech

All correspondence, submittals and other contacts pertaining to this project should be directed to the Project Administrator except when a request for review is made pursuant to subsection 6-12.2, in which case correspondence shall be addressed to the party whose review is requested.

Sincerely,

A handwritten signature in black ink, appearing to read "Erin Powers", with a stylized, cursive script.

Erin Powers
Project Administrator

c: Jorge Rubio, Acting Director of Airports w/o attachments
Contract File
DOA Accounting Department

9b2



555 AIRPORT WAY, SUITE B
CAMARILLO, CA 93010
PHONE: (805) 388-4274
FAX: (805) 388-4366
WWW.VENTURA.ORG/AIRPORTS
WWW.IFLYOXNARD.COM

January 31, 2019

Via Email

Mr. Joe Vacca, Director
Department of Community Development
City of Camarillo
601 Carmen Drive
Camarillo, CA 93011-0248

Subject: Capital Improvement Program for Camarillo Airport

Dear Mr. Vacca:

Attached, please find the Camarillo Airport Capital Improvement Program (CIP) for federal fiscal years 2019 through 2023. The Federal Aviation Administration and the State Department of Transportation require that the Department of Airports submit a five (5) year capital improvement program this time every year. This program ensures that the national air transportation system is maintained and that local County planning efforts consider the airports' needs. Please note that the attached CIP provides planning years beyond the five-year requirement to provide the FAA with additional information to help them understand future capital improvement needs at Camarillo Airport.

The CIP includes only those airport projects that are eligible for state and federal grants. Other airport capital projects determined not to be eligible for funding by other government agencies will be financed by the airport enterprise fund and included in the annual airports' budget submittal for review and approval.

Please review and comment on the enclosed plan, which we anticipate taking forward for approval by the Board of Supervisors on March 19, 2019. We believe it to be consistent with the current airport master plan and the City of Camarillo's General plan, as required by the California Government Code (Section 65401).

Please contact our office with your comments by March 4, 2019. If you have any questions, I can be reached at 388-4205.

Regards,

Erin Powers
Projects Administrator

Enclosure

9C



555 AIRPORT WAY, SUITE B
CAMARILLO, CA 93010
PHONE: (805) 388-4274
FAX: (805) 388-4366
WWW.VENTURA.ORG/AIRPORTS
WWW.FLYOXNARD.COM

January 31, 2019

Via Email

Ms. Kathleen Mallory
Planning Division Manager
City of Oxnard
214 South C Street
Oxnard, CA 93030

Subject: Capital Improvement Program for Oxnard Airport

Dear Ms. Mallory:

Attached, please find the Oxnard Airport Capital Improvement Program (CIP) for federal fiscal years 2019 through 2023. The Federal Aviation Administration and the State Department of Transportation require that the Department of Airports submit a five (5) year capital improvement program this time every year. This program ensures that the national air transportation system is maintained and that local County planning efforts consider the airports' needs. Please note that the attached CIP provides planning years beyond the five-year requirement to provide the FAA with additional information to help them understand future capital improvement needs at Oxnard Airport.

The CIP includes only those airport projects that are eligible for state and federal grants. Other airport capital projects determined not to be eligible for funding by other government agencies will be financed by the airport enterprise fund and included in the annual airports' budget submittal for review and approval.

Please review and comment on the enclosed plan, which we anticipate taking forward for approval by the Board of Supervisors on March 19, 2019. We believe it to be consistent with the current airport master plan and the City of Oxnard's 2030 General plan, as required by the California Government Code (Section 65401).

Please contact our office with your comments by March 4, 2019. If you have any questions, I can be reached at 805-388-4205.

Regards,

Erin Powers
Projects Administrator

Enclosure

9d

January 31, 2019

Via Email

Ms. Brenda Perez, Planner
Federal Aviation Administration
Los Angeles Airport District Office

Subject: 5 Year Airport Capital Improvements Plan (ACIP)
CMA – NPIAS NO. 06-0339
OXR – NPIAS NO. 06-0179

Dear Ms. Perez:

In accordance with FAA submission deadlines for Airport ACIPs, please find attached the capital improvement plans for Camarillo and Oxnard Airports. Each plan attempts to balance Federal Aviation Administration grant funding availability with the recommended programming needs of the airport to maintain its facilities as recommended by the Airports' Pavement Management Plans. Should funding become available in any of the 'No Project' years identified in the ACIP, we would ask that you consider accelerating several of the projects identified in the outer years.

Please note that the CIP's include only those projects eligible for federal funding, and will be distributed to the entities listed below:

City of Oxnard
City of Camarillo
SCAG Clearing House
CalTrans
Camarillo and Oxnard Airport Authorities
The Ventura County Board of Supervisors

If you have any questions or we have inadvertently omitted needed information, please don't hesitate to contact me at (805) 388-4205.

Sincerely,



ERIN POWERS
Projects Administrator

c: Jorge Rubio, Acting Director of Airports
Jeff Leonard, Mead & Hunt
Jim Harris, Coffman Associates

9e



555 AIRPORT WAY, SUITE B
CAMARILLO, CA 93010
PHONE: (805) 388-4274
FAX: (805) 388-4366
WWW.VENTURA.ORG/AIRPORTS
WWW.IFLYOXNARD.COM

February 12, 2019

Mr. Graeme Flynn, Sr. Property Specialist
SBA Communications Corporation
510 Goetz Avenue
Santa Ana, CA 92707

RE: Conceptual Approval of Sprint's Equipment Upgrades/Additions at SBA
Communications' Telecommunications Facility at 2889 West 5th St., Oxnard, CA
93030

Dear Mr. Flynn:

Thank you for the opportunity to review the revised subject plans. We appreciate your consideration in allowing our review and input in the planning stages.

Please accept this letter as **conceptual approval** for the revised project as submitted in the plan set provided to the Department of Airports (DOA) via email dated November 30, 2018. The DOA has provided comments on the revised set of plans related to the removal and replacement of three existing RRH antennas with 3 MIMO antennas on previously entitled antenna mounts on the lattice along with adding new cabinets in existing racks and appurtenant work. Please see the list of comments below.

This letter provides approval in concept only, and does not guarantee that the improvement may be built as proposed. Further review and approval of plans by the DOA and other permitting agencies, may be necessary before the DOA provides final project approval.

This letter will allow SBA to submit plans to the County of Ventura, Building and Safety offices and other approving agencies. **However, submission of a separate and final project review and approval letter from the DOA will be required prior to the issuance of any permits by them.**

Please note, as stated above, the **Ventura County Building and Safety Department** is the permitting authority for the requested installation, not the City of Oxnard.

9f1

Department of Airports Comments:

General

1. Per the Lease and Use Agreement dated October 10, 2000, paragraph 5, antenna signals may not interfere or conflict with FAA ATCT communications. Specifically, "Lessee shall operate the Lessee Facilities in a manner than will not cause interference to Lessor or to other lessees or licensees on the Airport... All operations by Lessee shall be in compliance with FCC requirements... Lessee understands and agrees that any operations by the Federal Aviation Administration ("FAA") and/or the Air Traffic Control Tower, the FCC, or other aviation uses, including but not limited to, navigation aids and devices and radio transmissions by aircraft and aviation users, or other uses related to air safety and/or security at the Oxnard Airport, shall supercede the provisions of this Agreement".

Therefore, SBA remains responsible to ensure any equipment is compatible, and if not, is required to remove such equipment.

2. Once the project has received final DOA approval, and a permit it issued, a set of drawings approved by the Ventura County Building and Safety Department must be provided to the DOA prior to construction;
3. A copy of the permits, both prior to construction and after being signed off are provided to the DOA.
4. A set of "as built" drawings is provided to the DOA upon project completion, and lastly,
5. During construction the security of the airport must not be compromised. Anyone driving on the airport must attend driver's training given by the Airport Operations Department.
6. Prior to construction, you will be required to file a form 7460 with the Federal Aviation Administration (Notice of Construction or Alteration) pursuant to the requirements of Federal Air Regulations Part 77 for the use of any cranes used during construction that would exceed the height of the existing antenna.

If you have any questions or wish to discuss this matter, I can be contacted at (805) 388-4201.

Sincerely,



Jorge E. Rubio A.A.E.
Acting Director of Airports

Cc: Erin Powers, Project Manager
John Feldhans, Airport Operations Supervisor

9f2

February 14, 2019

Re: Camarillo Hangar Waitlist

To Whom It May Concern:

The Department of Airports is conducting an audit on the Camarillo Airport hangar waitlist. We would request that you complete the bottom portion of this form and return to our office. You can return the form via email at john.feldhans@ventura.org, via facsimile at (805) 388-4366, or via mail ATTN: John Feldhans, Department of Airports, 555 Airport Way, Suite B, Camarillo, CA 93010.

- ☐ I would like to remain on the Camarillo Airport hangar waitlist (**please complete all fields**).

Name: _____

Phone: _____

Email: _____

- ☐ I would like to be removed from the Camarillo Airport hangar waitlist and I would like my deposit returned to me at the address listed below:

Name: _____

Address: _____

Please note that if your name is on both the Camarillo Airport hangar waitlist and the Oxnard Airport hangar waitlist, removing yourself from the Camarillo Airport hangar waitlist will not affect your position on the Oxnard Airport hangar waitlist.

Thank you for your understanding and cooperation. I can be reached at (805) 388-4246 should you have any questions.

Sincerely,



John Feldhans, C.M.
Airport Operations Supervisor

99



Photos by Lisa Corson, except balloons by Dan Harding

L.A.'s Boutique Airports Are Pretty Fly for Little Guys

When it comes to aviation, the area has a lot more to offer than Burbank and LAX

By **Louise Farr** - February 7, 2019

Pilots have long called it the “\$100 hamburger run”: a hop from one small airport to another in search of jaw-dropping aerial views and a delicious lunch at flight’s end. With flying a dreaded event these days—lost baggage, cramped seating, delays—we often forget that it used to be fun. But it’s possible to recapture the pleasures of air travel without investing in your own vintage Piper (or \$2 million miniature Cirrus jet).

Nestled within an hour or so of Los Angeles, a number of time-warp general aviation airports are open to private pilots, corporate travelers, and celebrities looking to skip town in their sweats. But these tiny outposts also welcome aviation buffs or those simply looking for an afternoon of plane spotting, with or without the kids.

Through a quirk of state law, owners of rare or historically significant aircraft are exempt from paying property tax on them provided they display their planes at least 12 days a year and don’t fly them commercially. That means that many airports hold open-hangar days and fly-ins. Visitors can view ancient Cessnas or World War II bombers, and children might be allowed to climb into a cockpit, pilot willing, or take a test flight.

With today’s high fuel prices, that burger run is more likely to cost a flier \$200 than \$100, says Jorge Rubio, acting director of Camarillo’s gem of a pocket-size airport. For drivers, the cost is negligible. Whatever. Just buckle up and go.

Long Beach

4100 Donald Douglas Drive • Long Beach

11a1



LISA CORSON

It's not exactly far-flung, but founded in 1923, Long Beach Airport has retained a small-town aura and is too charming to pass up. Rows of impossibly tall palm trees lead the way to a main terminal building that is a treasure of Streamline Moderne architecture: Its exterior echoes the lines of a plane, with a nod to an ocean liner, complete with portholes. This would be good enough on its own. But inside, visitors find intricate tile work designed by California-born Grace Clements during the New Deal/Works Progress Administration era. Unveiled in 1941, then hidden for years beneath carpet, the colorful first-floor mosaics came to light again during routine maintenance in 2012. Seven mosaics in all, composed of 1.6 million tiles in 32 colors, depict what was then the City of Long Beach's seal as well as images referencing oil, shipping, and the ocean, while Clements's map of the Western Hemisphere suggests possible future routes for the commercial air industry.

Jet Blue, Delta, American, Southwest, and Hawaiian airlines might take off and land here these days, but there are no bridges or boarding ramps, so passengers embark from and disembark to the tarmac, adding to the old-timey travel atmosphere. The concourse, created from slatted ipe wood to resemble a boardwalk, takes travelers past more palms and drought-tolerant landscaping, with solar rays providing about 30 percent of the arrival-and-departure area's energy. It's the perfect way to arrive in California. It's also the perfect way to leave—with a twinge of regret.

BETTER-THAN-AIRPLANE FOOD

One of the only-from-Long-Beach favorites situated in the terminal lounge's mini restaurant row is **George's Greek Cafe**, which offers succulent charcoal-grilled kabobs. More formal: At a table on the deck of the **Boathouse on the Bay** offshoot, nervous fliers can fortify themselves with a sangria or Bloody Mary, breakfast burritos, fish-and-chips, or mahi-mahi sandwiches.

DIVERGE FROM THE FLIGHT PLAN

On the second floor of the main terminal, see a trove of aviation memorabilia, including a tribute to airport founder and barnstormer Earl S. Daugherty. He began flying in 1911, landing his biplane on the beach until, in 1920, he developed the flying field where Amelia Earhart would be

11a2

inspired to become a pilot. Also on the second floor, a Streamline-style circular room, furnished with 1940s-era armchairs, doubles as a nursing station for mothers with babies.

Santa Monica

3223 Donald Douglas Loop South • Santa Monica



LISA CORSON

Enjoy primo plane spotting while you can: As the result of the city reaching an agreement with the Federal Aviation Administration, Santa Monica Municipal Airport will close in 2028 to make way for an enormous park. Meanwhile, the administration building on Airport Avenue offers a deck with a great view of the runway, which is usually dotted with colorful Cirrus, Beechcraft, and Piper planes in the middle of taking off or landing.

Pioneer female aviators Florence Lowe “Pancho” Barnes, founder of the original movie stunt pilots’ union, and Amelia Earhart took off from Santa Monica in 1929 for the first Women’s Air Derby. Julia Roberts, Tom Cruise, Arnold Schwarzenegger, and Steven Spielberg have been said to keep jets here, and Harrison Ford famously crashed his World War II open-cockpit Ryan on a nearby golf course.

Though this airport lacks the rustic charm of some of the quainter outposts, it still pulls off a cozy community feel with its dog park, hangar artist studios, and an outdoor antique and collectibles market held the first and fourth Sundays of every month (where shoppers can snap up bargains in vintage clothing, Bakelite and other jewelry, furniture, and California paintings). Since the city

11a3

plans to retain cultural and educational uses, these features might survive the airport's closing, as could the sustainable-landscape demonstration gardens, home to kumquat and western redbud trees, California wild roses, and lilacs. Barker Hangar, which hosts the People's Choice and MTV Movie awards, might even maintain its status as a key coastal space for glittery A-list events. Still, pilots worry that, with the airport gone, important firefighting and other emergency and humanitarian groups that keep their helicopters here will follow.

BETTER-THAN-AIRPLANE FOOD

Try smoked-salmon Benedict for breakfast or an unusually tasty veggie burger with lashings of avocado and melted jack cheese for lunch at [Spitfire Grill](#). Planes are barely visible from the coffee shop's two patios, but a bleacher viewing spot is a short walk across the street.

DIVERGE FROM THE FLIGHT PLAN

The [Museum of Flying](#) includes rotating aircraft displays and the California Aviation Hall of Fame.

FOR LITTLE FLIERS

Observation-deck birthday parties include airport stickers, balsa wood plane assembly, and an optional aircraft for young aviators to sit in (the best part? A friendly pilot is included).

Camarillo

555 Airport Way • Camarillo



LISA CORSON

With its laid-back rural location (find it across from lush strawberry and celery fields) within a half-hour drive of the pricey enclaves of Malibu, Hidden Hills, Agoura Hills, Thousand Oaks, and Calabasas, it's no wonder there's a five-year waiting list for hangars at Camarillo Airport. Plans are underway to add approximately 100,000 feet of luxury hangar spaces with customized climate control, bathrooms, and sleeping areas for pilots, which

11a4

should please the celebrities waiting in line. (Already spotted here on fly-ins and otherwise: the Kardashian clan, Pierce Brosnan, Harrison Ford, and John Travolta.)

Once a 1940s landing strip and later Oxnard Air Force Base, this airport by the Cold War era was home to Voodoo interceptor jets equipped with nuclear missiles ready to protect Los Angeles. The Air Force left in 1969, and now the facility, owned by Ventura County, has a gentler vibe despite its 160,000 annual takeoffs and landings and being ranked among the 30 busiest general aviation airports in the nation.

Known to pilots as one of the top sites for airport eats, Camarillo's bustling **Waypoint Cafe** is newly spiffed up with leather booths and a sleek counter courtesy of Jim Magglos, who with his wife, Linda, cofounded the fast-casual Mexican chain Baja Fresh. (Jim kept his planes at Camarillo, and after selling out to Wendy's, he combined his dual enthusiasms for flying and food.) Guests can hang at umbrella-covered tables overlooking the runway while noshing on huge Belgian waffles, omelets accompanied by fluffy biscuits, giant burgers, or the barbecued tri-tip lunch special. As parents drink mimosas on the terrace, kids can listen to real air ops at a child-size play control tower, then flap their arms and pretend to taxi down a miniature runway near a pergola-shaded viewing area.

DIVERGE FROM THE FLIGHT PLAN

April through July you can pop over to nearby Somis to handpick strawberries at **Underwood Family Farms**. Loading up at the fruit stand opposite the airport entrance is acceptable, too.

Charter a private jet through **Channel Islands Aviation** to visit Santa Rosa Island, and spend the day touring its Torrey Pine Forest and white-sand beaches.

Drop in to the **World War II Aviation Museum** to see fighters. Book in advance for rides in planes ranging from an Aircoupe and training aircraft to a rare P-51 Mustang bomber. Cost: \$80 and way, way up for 20 minutes or more, depending on the plane.

FOR TINY FLIERS

The popular **Wings Over Camarillo** air show, held in August, features a STEM pavilion where kids can build a Lego airport or create and maneuver their own flying objects.

Chino

7000 Merrill Avenue • Chino



FRANK MORMILLO

Like so many regional airports, Chino was a training facility for the Army Air Corps during World War II. Now it's the site for 900 private aircraft and corporate jets, with its Planes of Fame Air Museum sheltering the largest collection of military aircraft in the Western U.S., including Dutch Fokkers, German Messerschmitts, British Sopwiths, and more (some of them replicas). The museum is open daily for guided individual and group tours, and there's a gift shop offering collectibles like Rosie the Riveter socks and onesies, P-47 sweatshirts, and fur-lined flight helmets for tykes (and adults, if that's your thing).

What Chino is really known for, though, is its annual Planes of Fame air show (slated for May 4 and 5 this year). Aviation enthusiasts from around the world converge here because they can expect to see old warbirds take off on more than 50 flights a day. Many have made appearances on the television show *Baa Baa Black Sheep* and the miniseries *War and Remembrance*, and, more recently, in the films *Always*, *The Kid*, *Valkyries*, *Rocketeer*, *Pearl Harbor* and *Dunkirk*.

At this year's event, the star attraction will be a U.S. Air Force F-16 Viper fighter jet—officially named a Flying Falcon—which will perform loops and rolls to the delight of neck-craners below. World War II, Korean, and Vietnam warplanes will also be on hand for flight demonstrations. At the nearby Yanks Air Museum, you can see even more old-school jets, from restored rare and historically significant American World War II fighter planes to dive and torpedo bombers.

BETTER-THAN-AIRPLANE FOOD

Flo's Airport Cafe is a folksy joint famed for its biscuits and gravy—"real down home tasty goodness," the menu brags—and is possibly the only coffee shop left in California to offer cottage cheese and peaches as a lunch option. For heartier appetites: a 12-ounce New York steak, pork chops, or fried chicken.

DIVERGE FROM THE FLIGHT PLAN

Fasten your mountain bike to the car, and take a ride through **Chino Hills State Park** to get a glimpse of poppies, violet owl's clover, and lupines between February and September (March is peak season). No bike? No problem—there are miles of trails to hike.

11ab

WHILE YOU'RE THERE

Visit nearby Chino Hills and admire the sandstone exterior and Carrara marble interior of the vast [BAPS Shri Swaminarayan Mandir Hindu temple](#), an edifice that was hand carved in India and shipped in pieces to be assembled here. Attend one of the four daily worship services, then try the vegetarian fare at the casual café.

Santa Paula

28 Wright Taxi Way • Santa Paula



DAN HARDING

Sitting off picturesque Highway 126, which whips from the Santa Clarita Valley through vistas of orange groves and tree nurseries, Santa Paula Airport is where the actor Steve McQueen once kept his planes. Tucked away next to the Santa Clara River with close-up mountain views, this airfield opened in 1930. Without a control tower, it holds heaps of nostalgia for the good old days of flying: Weathered hangars protecting the airport's 200-plus private planes are open to the public for the [Aviation Museum of Santa Paula's](#) Chain of Hangars Day, the first Sunday of every month. Expect to find multiple immaculately maintained aircraft, including a gleaming 1936 Ryan, a Bucker Jungmeister, and a Bucker Jungmann dating to 1939. Other hangars house personal memorabilia collections, including one with ultracool midcentury (and older) home radios. Views of planes taking off and landing at the busy little airport are excellent from some areas of the hangar walk, but a small tram is on site to ferry onlookers who don't feel like hoofing it.

BETTER-THAN-AIRPLANE FOOD

There are also terrific views from the patio at the homey [Flight 126 Cafe](#), where inside booths are cushy, and the 14-ounce ham bone and eggs breakfast is billed as "so big it's served on 3 plates." Next door, where the [Hangar Bar and Grille's](#) picture windows overlook the runway, you can expect a prime rib dinner special Wednesdays, karaoke Thursdays, and ribeye steaks and music Saturdays.

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FOR TINY FLIERS

The Young Eagles group offers kids their first plane ride for free (expect it to take about 20 minutes). Adults are in for something even more exciting: an hourlong **StarLite Balloon flight** that touches down for a champagne picnic in a lemon orchard. Head back for the airport's yearly Starlight Glow, a nighttime fundraiser for the **Aviation Museum of Santa Paula** that includes tethered hot-air balloon flights.

WHILE YOU'RE THERE

On the way home, turn off Highway 126 onto Honey Lane to sample the goods in the tasting room at **Bennett's Honey Farm**. The solar-powered operation sells everything from creamed honey to royal jelly capsules; we suggest snagging a honeycomb candle and a jar of wildflower honey.

Agua Dulce Airport

33638 Agua Dulce Canyon Road • Santa Clarita

There was no paved airstrip at the Agua Dulce airport in the 1940s, back when B25 bombers flew training missions out of here. Now the 150-acre privately-owned airfield nestled into the chaparral-covered Sierra Pelona Mountains is the definition of a country airport. No personal or business jets are allowed, and there's no control tower, night flying, or aerobatics. Hangars here are filled with personal planes, their pilots a mix of neighborhood people and flyers from as far away as Santa Monica; they park here, surrounded by upscale ranches, because they enjoy the rural atmosphere. A wind tee from the long-shuttered Grand Central Terminal Airport in Glendale sits on the grounds, and the airport's water dip is a major supply line for L.A. County firefighters battling wildfires.

Occasionally, while still accommodating resident pilots, the airpark shuts down for filming: The forthcoming Christian Bale-Matt Damon movie, *Ford v. Ferrari*, closed the place for three months last year. Usually, though, it's quieter, with a highlight being the Texas Barbecue Fly-ins the airport throws for Agua Dulceans, out-of-town pilots, and visitors. After chowing down on burgers and hot dogs at picnic tables on a tree-shaded lawn, civilians can hit the runway to chat with aviators about their planes. Check l7oairport.com for this year's cookout dates, expected to start in February. Otherwise, aircraft displays (minus the spread of smoked edibles) happen on the last Saturday of each month.

BETTER-THAN-AIRPLANE FOOD

You can't beat a shrimp taco lunch and a lemon mint ice blended on the porch at the nearby **Sweet Water Bar & Grill**, which overlooks sleepy Agua Dulce Canyon Road. Browse the notices advertising fainting goats and bee swarm removal at the hardware store next door, then hang out into Saturday evening for a pasta dinner with a side of live country tunes or classic rock.

WHILE YOU'RE THERE

Hike the sandstone outcroppings of **Vasquez Rocks Natural Area Park**, keeping an eye out for favorite *Westworld*, *Star Trek*, or *Gunsmoke* locations; head off on **Reyes Winery's** organized Saturday brunch and mountain hike; tackle the trails leading from **Copper Horse Riding Ranch** by horseback, then scout the place out for kids' birthday parties, which include pony rides, farm animals, gold panning, games, and a homemade horseshoe-shaped birthday cake.

DIVERGE FROM THE FLIGHT PLAN

Rent a 5,000-square-foot house on the 100-acre grounds of the **Agua Dulce Winery**—a splurge

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at \$750 a night (there's a two-night minimum to boot)—where you can take a guided barrel tour, hike the Pacific Coast Trail, and gaze at the cosmos. The lauded French eatery **Le Chêne** is only a short drive away.

Grand Central

1310 Air Way • Glendale



COURTESY THE WALT DISNEY COMPANY

You won't spot any planes at this Glendale facility, but it's still worth a stop. In the 1920s the terminal was a draw for aviation pioneers, including Charles Lindbergh, Howard Hughes, and Amelia Earhart. Laura Ingalls landed here in 1930, making her the first woman to fly from New York to the West Coast. In 1933 Albert Forsythe and Charles Anderson were the first African-American pilots to make a cross-country flight.

The once-glamorous airport, the first in California to offer commercial flights, fell into disuse and was later turned into an office park. Abandoned and neglected for years, the terminal and surrounding land were eventually bought by Disney to develop for office use. Then, in 2013, the corporation began a renovation of the Spanish Revival and Art Deco building originally designed by Henry L. Gogerty, with the new work overseen by Frederick Fisher and Partners. Hanging light fixtures and sconces were re-created, as were tiles that are indistinguishable from their predecessors. Silver paint was reapplied to waterfall architectural details and scrolled ironwork. The project earned Disney a Los Angeles Conservancy Preservation Award in 2017.

The terminal has had quite the film career, appearing in Howard Hughes's *Hell's Angels*, James Cagney's *Lady Killer*, and *Pee-wee's Big Adventure*. It can be spotted, too, through airplane windows in *Bright Eyes*, as Shirley Temple sings "On the Good Ship Lollipop."

BETTER-THAN-AIRPLANE FOOD

On a nondescript corner a couple of blocks away, **Little Ground cafe** serves pulled-pork

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Cubano sandwiches, avocado and egg salad tartines, almond lemon tea cake, and lattes and teas, all of which can be enjoyed on its small patio.

RELATED: A Massive LAX Redo Could Turn the Airport Nobody Loves Into One Everybody Loves

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